

## **Cologne Field & Forge Community Market**

### **2026 RULES, REGULATIONS AND VENDOR GUIDE**

**Mission Statement:** To create a market with a focus on building community, striving to educate and provide wholesome, sustainable, and nutritious food sources. As well as promote and support local small businesses.

#### **Operation Times and Locations:**

- Tuesdays, 3:00-6:00pm
- Open rain or shine
- Beginning Tuesday, June 2, 2026
- Located in the City's shared SE parking lot.
- Parking lot will be available for vendors to set up between 2:00-3:00pm
- Please seek to vacate the parking lot by 7:00pm
- LATE ARRIVALS MAY NOT DRIVE INTO THE LOT. This creates a risk to patrons. If we can accommodate your vehicle entering the lot, we will do whatever we can. Please contact the Market Manager (952.466.2064) if you arrive late.
- Drivers are not permitted to drive through the market between the open and close of the market. We will have barricades set in place.
- Vendors should remain in place and set up for selling until the close of market at 6:00pm. Only exception is if all product has sold. In which case vendor requests permission so management can assist in safe exit.
- If you are a vendor unable to attend the market on a given day, please call 952.466.2064. This allows us to let your customers know when and if you will be back at the market.

#### **Vendor Fees:**

- All vendors must submit the Vendor Application and State Tax ID form (ST19) as well as any required permits, registrations and licenses.
- \$10 daily fee covers one 10x20ft space; there is no fee adjustment if you require less space.
- The daily fee is payable in advance to the City of Cologne office
- Checks, cash, and card accepted (nos AMEX)
- Non-profit organizations whose purpose is information gathering or public education and awareness are not charged a vendor fee. (limited space 3 per week)
- Non-profit organizations will be allowed to attend 1 market per month if space is available.

## **City of Cologne**

- City employee will be present at each market open 2:00-4:00pm.
- Vendor applications and fees, ST-19, required permits or registrations are required to be submitted in advance
- Questions, comments, concerns, may be directed to the City  
[jennam@colognemn.com](mailto:jennam@colognemn.com) (952.466.2064)

**Power of Produce** (PoP for youth 4-12yrs) will be offered this season. This program encourages the purchase and consumption of fresh produce by providing recipes, food samples and fun educational activities.

### **Requirements and Regulations for selling at the Market**

- I. **Direct marketing farmers or “Persons selling the products of the farm or garden occupies or cultivated by them” are exempt from licensing.** Products included under this exemption are home grown fresh vegetables, fruits, honey, maple syrup, plants, flowers, meats, poultry, eggs, etc. Legally, however, these are specific requirement for some products. For example, meat must be processed under inspection at either a USDA or Minnesota Equal-to Plant and eggs must be kept at 45 degrees or lower and must follow Minnesota rules on egg handling.
- II. **Cottage Foods Exemption Minnesota Statute 28A.152**  
Persons producing and selling Cottage Foods must take some form of MDA-approved food safety training before selling food and they must be registered with the Minnesota Department of Agriculture. See website: [www.mfma.org](http://www.mfma.org) for links to training materials and registration forms.

Following is a short list of foods that may be sold at the Cologne Community market under the Cottage Foods Law. See website: [www.mfma.org](http://www.mfma.org) for a complete list of allowed foods, not-allowed foods, and exceptions under the Cottage Food Law Exemption for

#### **Non-Potentially Hazardous Foods.**

- \* Baked Goods (pH < 4.6 or water activity < 0.85)
- \* Home Canned or Home Processed Vegetables and Fruit (pH <4.6)
- \* Flavored Honey and Flavored Syrups
- \* Vinegar, Jams, Fruit Butters and Sauces (pH < 4.6 or water activity < 0.85)
- \* Dried herbs

The below listed items are never allowed under the **Cottage Food Law Exemption:**

- \* Dairy and eggs

\* Fish and Seafood

\* Meat and Poultry

Label Requirements for foods sold under the **Cottage Foods Law Exemption:**

- The seller must display at the point of sale a clearly legible sign or placard stating:  
*“These products are homemade and not subject to state inspection” or  
“These canned goods are homemade and not subject to state inspection”*
  - Each container of the product sold or offered for sale under this exemption must be accurately labeled to provide the name and address or the name and MDA registration number of the person who baked, processed, and canned the goods and the date on which the goods were baked, processed, and canned as well as a list of ingredients contained in the product including allergens. Allergens of concern are milk, eggs, wheat, soy, peanuts, tree nuts, fish, shellfish, and sesame.
- III. Resellers of any food, including produce, need to be licensed either through MDA, MDH or a Local Authority. For additional information contact the Minnesota Department of Agriculture at [www.mda.state.mn.us](http://www.mda.state.mn.us) or call 651.201.6027.
- IV. Direct Marketing farmers selling products of the farm not covered under the exemption law may be required to be inspected, licensed and/or registered through the Minnesota Department of Agriculture or USDA. Products included are meat, poultry, eggs, dairy, etc. For additional information see [www.mfma.org](http://www.mfma.org), [www.mda.state.mn.us](http://www.mda.state.mn.us) or call 651.201.6027.
- V. Food product sampling and cooking demonstrations will be allowed under MDH guidelines. See Safe Food Sampling at Farmers’ Markets; [extension.umn.edu/food-entrepreneurs/safe-food-sampling](http://extension.umn.edu/food-entrepreneurs/safe-food-sampling). (For additional information see Farmers’ Market or Community Event; Food Product Sampling and Demonstration Law, Minnesota Statute 28A.151; -and- Special Event Food Stands, Minnesota Rules 4626.1855)
- VI. Food Trucks including onsite food consumption will be allowed. Note that food trucks selling food and beverages are required to have a license from the Minnesota Department of Health.
- VII. Craft and other items that are made or grown by the vendor are encouraged:
- These can include but are not limited to fresh and dried flowers, fine arts, jewelry, photography, plants, rugs, woodwork, candles, soaps, sewn goods.
- VIII. Crafts, books and other non-edible items can be sold which are not produced by the vendor subject to City of Cologne approval. When appropriate these items must be labeled “Not made by vendor”

- IX. Non-profit organizations whose purpose is information gathering or public awareness and education will be allowed a space at no charge given spaces are available.

**Permits, Registrations and licenses required by the State of Minnesota are the sole responsibility of the vendor.** Vendors who are required by law to have permits, licenses or registrations must submit copies with their market application. Please see the State of Minnesota Operational Guidelines for Farmer's Market Vendors at [www.mfma.org](http://www.mfma.org). **Anyone who is planning on selling food at the market should visit this site for information on the laws and requirements.**

Every vendor must submit a Minnesota Revenue Operator certificate of compliance (ST19) Find a copy at [www.revenue.state.mn.us](http://www.revenue.state.mn.us), search ST19.

### **General Rules for Market Participation**

With the exception of service dogs, no pets are allowed on the premises, and no live animals may be sold or given away at the Cologne Community Market.

No alcoholic beverages or illegal substances are allowed at the Cologne Community Market.

Guns are banned from the Cologne Community Market and City of Cologne properties

Smoking is NOT allowed anywhere on the premises of Cologne Community Market

All items should be sold by bulk, bundle or individual item. To sell by weight, vendors must have a scale that has been inspected by the State of Minnesota. Uninspected scales will not be permitted.

Proper attire is expected during market hours (this includes shirts and shoes)

Please be courteous to your fellow vendors, shoppers, and market team. Obscene language, shouting, or hawking is not permitted. We want to make sure this is an enjoyable experience for everyone involved.

Please clean up your area after the market closes. Do not throw unsold or spoiled produce in the trash receptacles. Vendors are responsible for disposing of their own trash. Do not use on-site City dumpster

All vendors at the Cologne Community Market, shall abide by all rules and regulations adopted by the Cologne City Council for governance of the Market. Vendors in violation of any of the adopted rules shall receive one written warning. Any further violations shall result in the vendor forfeiting their place at the market. No refund will be given.